



50th Space Wing Ground Mishap Reporting Procedures

The key to **MISHAP REPORTING** is ensuring timely notification is accomplished. Don't delay reporting if any individual can't be located, proceed to the next step.

STEPS:

1. If a person is involved in an on or off duty personal injury mishap or if government equipment/property is damaged: **NOTIFY SUPERVISOR IMMEDIATELY**
2. Supervisor: **NOTIFY YOUR UNIT SAFETY REPRESENTATIVE**

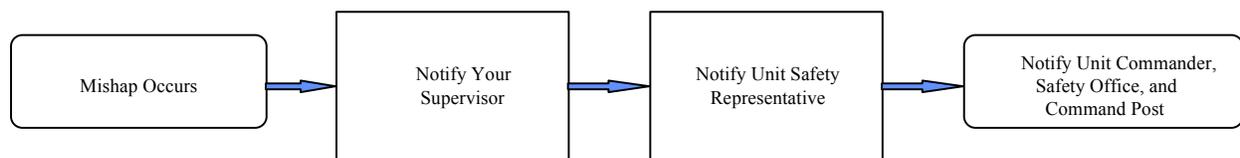
PRIMARY UNIT SAFETY REP. _____ **ext** _____

ALTERNATE UNIT SAFETY REP. _____ **ext** _____

3. Unit Safety Representative: **NOTIFY YOUR UNIT COMMANDER, the WING SAFETY OFFICE, and the COMMAND POST.**

50TH SPACE WING SAFETY OFFICE DSN 560-5045 COMMERCIAL 719-567-5045

50TH SPACE WING COMMAND POST DSN 560-2180 COMMERCIAL 719-567-2180



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